ASSOCIATED STUDENTS AND UNIVERSITY STUDENT UNION
STUDENT ASSISTANT DRESS CODE GUIDE

As representatives of the Associated Students and the University Student Union it is important that we are seen as professional not only in how we do our work but how we look as well. In order to establish a standard, the student assistant dress code guide has been developed and put into place. Making the determination concerning questionable attire is left to the discretion of the supervisor of each operating unit.

**ASI INTRAMURAL STAFF**
**REQUIRED:** (ANY COMBINATION OF CLOTHING BELOW; CLOSED TOED SHOES A MUST)
- Closed Toed Shoes
- Ball Caps with ASI logo
- Shirts with ASI logo
- Shorts or Sweats with ASI logo
- Sweatshirt with ASI logo

**ASI REC & WELLNESS STAFF and USU PROGRAM BOARD STAFF**
**REQUIRED:**
- Red Apparel on “Warriors in the Quad” on Wednesdays
- Appropriate Apparel Based on Activity/Event
- Appropriate Shoes Based on Job Duties

**ACCEPTABLE:**
- Ball Caps if Worn Forward and Not Crooked
- Shorts and Skirts—must be longer than fingertips when arms are extended along side
- Closed toed shoes job related where appropriate, i.e., meetings, presentations, etc.

**PROHIBITED:**
- Athletic Attire with Exception to Intramural Coordinator

**ASI/USU UPSTAIRS STAFF EXCLUDING FRONT DESK**
**REQUIRED:**
- Red Apparel on “Warriors in the Quad” on Wednesdays
- Appropriate Apparel Based on Activity/Event
- Appropriate Shoes Based on Job Duties

**ACCEPTABLE:**
- Ball Caps if Worn Forward and Not Crooked
- Shorts and Skirts—must be longer than fingertips when arms are extended along side
- Closed toed shoes where appropriate, i.e., meetings, presentations, etc.

**ASI FRONT DESK**
**ACCEPTABLE:**
- ASI logo shirts
- Red Apparel on “Warriors in the Quad” on Wednesdays
- Jeans, skirts, dress slacks – skirts must be longer than fingertips when arms are extended along side

**PROHIBITED:**
- Shorts
- Flip Flops
ASSOCIATED STUDENTS AND UNIVERSITY STUDENT UNION
STUDENT ASSISTANT DRESS CODE GUIDE (continued)

❖ BOOK EXCHANGE STAFF
ACCEPTABLE:
ASI logo shirts
Jeans, skirts, dress slacks – skirts must be longer than fingertips when arms are extended alongside

PROHIBITED:
Shorts
Flip Flops

❖ INFORMATION DESK/GAME ROOM STAFFS
ACCEPTABLE:
USU or University Logo Polo or Sweatshirts
Casual or Dress Slacks/Jeans or Skirts (skirts must be longer than fingertips when arms are extended alongside)
Dress Shorts acceptable during summer (Shorts must be longer than fingertips when arms are extended alongside)
USU ID Badge is required
(If a Student Assistant has a class presentation and needs to dress appropriately for it, he/she can wear the outfit for the day along with a name badge.)

PROHIBITED:
T-Shirts (Can only be worn if provided for a special occasion, e.g., Welcome Week, Homecoming, etc.)

❖ USU BUILDING MANAGERS/SET-UP TECHS
REQUIRED:
Close-toed shoes
USU Polo or Dress Shirt as Appropriate for the Event
Jeans, Slacks or Khaki Shorts as Appropriate for the Event
Name Badge is required

PROHIBITED:
Athletic wear unless doing a set-up
Hats

❖ PROHIBITED FOR ALL
Bare Feet
Other University Apparel
Sweat Pants, exposed midriffs, netted shirts, halter or tube tops
Doo-rags
Bandanas
Beanies
Stocking Caps
Clothing with derogatory, offensive and/lewd messages either in words or pictures
Torn or tattered clothing
Athletic Attire with exception to Intramural Coordinator and Building Managers when doing a set-up.

❖ ASI/USU Executives, Board of Directors and Elected Officials
It is recommended that those students who serve in these positions develop appropriate guidelines which exemplify their position within the organization.

*In the context of these guidelines summer is the day after graduation through Labor Day.

January 28, 2009